

Eklavya Model Residential School, Kuarmunda

Dist: Sundargarh, Odisha, Pin: 770039

FINANCIAL BID

Notification: EMRS Kuarmunda/Tender/2026-27/01, Dated: 24-02-2026

Snacks/Bakery ITEMS

I/We submit Financial Bid for the supply of BAKERY ITEMS as per terms & conditions of tender notice of EMRS Kuarmunda which are acceptable to me/us. Rate quoted below are inclusive of all applicable taxes, duties of Central Govt/State Govt/Local Authorities, also including delivery of items from dispatching place to EMRS Kuarmunda.

Sno.	Name of Items	Unit	Rate Quoted (Rs.)	Remarks
1	Sliced bread (400 gm) – with brand name and sample	Per Pkt		
2	Sweet Cake - with sample [6 units in a Packet]	Per Pkt		
3	Fruit Cake with Sample [6 units in a Packet]	Per Pkt		
4	Cream Roll - with sample [6 units in a Packet]	Per Pkt		
5	Sweet Bun - with sample [6 units in a Packet]	Per Pkt		
6	Bakery Biscuit (Sweet/Salty) with sample	Per Pkt		
7	Bakery Biscuit (Kaju) with sample	Per Pkt		
8	Ruskit (Toast) with sample	Per Pkt		
9	Sweet Kachori with sample [6 units in a Packet]	Per Pkt		

- ITEMS ARE TO BE SUPPLIED VERY FRESH IN THE SCHOOL.

Signature of the Tenderer with Seal

Signature of Tenderer

Name of Proprietor:	
Name of Firm:	
Mobile:	
Address:	
Email ID:	

Signature of Tenderer

UNDERTAKING BY THE SUPPLIER.

WE M/S _____

Agree fully with the terms and conditions specified in Paragraph No: 1 to 23 and
enclose the rates of Items as per the list and specifications given by the Principal,
Ekalavya Model Residential School, KUARMUNDA District: Sundargarh, Orissa in
printed letters Head or Form of the Firm.

Signature: _____

Name of the proprietor _____

Seal of the Firm with OST & SCT No: _____

1.WITNESS;

Signature: _____

Name: _____

Address: _____

Date: _____

2.WITNESS;

Signature: _____

Name: _____

Address: _____

Date: _____

Signature of Tenderer

EKALAVYA MODEL RESIDENTIAL SCHOOL, KUAMRUNDA, AT- CHUTIATOLA ,
SUNDARGARH, ODISHA

To

M/s. _____

Sub: Tender for the supply of _____ .

- 1) Sealed tender for the supply of the articles shown in the attached statement are invited by the undersigned on behalf of EMRS Kuarmunda up to 10 A.M. Dated-18.03.2026. The tender should be sent under sealed cover marked as "TENDER FOR THE SUPPLY OF _____" and not by the name. The tenders will be opened in the Office of the Principal, Ekalavya Model Residential School, Kuarmunda on 18.03.2026 at 4:00 PM.
- 2) The tender should be submitted according to the terms and conditions specified in paragraphs 3 to 23 unless specified in otherwise in the tender, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
- 3) The rate should be F.O.R. to school and should include GST, Sales tax, and any other taxes, or imposition whatever liable in respect of the suppliers. The school shall not pay freight etc. The articles should be supplied at the school store.
- 4) There should not be any over writing, corrections in the quotation. If a figure is to be amended, it should be neatly scored out and then revised figure should be written above and the same attested with full signature and date. In the absence of the attested signature the tender is liable to be rejected.
- 5) The undersigned does not bind himself to accept the lowest tender and reserve the right to accept the tender in whole or in part i.e with respect to all the articles mentioned in the attached statement or in respect of any one or more than one articles specified in the attached statement as he/she may decide.
- 6) On acceptance of the tender, it will become a contract and the contractor shall be bound by the terms and conditions of the quotation and the provision of G.F.R.
- 7) The tenderer should submit his/her tender form along with **Earnest money amounting as fixed and detailed herewith** in the form of Bank Draft payable to the Ekalabya Model Residential School, SBI Kuarmunda, A/c No.-37782964541, IFS code- SBIN0012088 which will be refunded in the event of rejection of the tender. The earnest money will be forfeited in the event of failure to comply with the contract. In the event of the tender being accepted the earnest money will be adjusted towards security deposit which shall be payable at the rate of 10 % of the total amount of the articles. If the contractor is not agreeable to pay security deposit the reason therefore should be specified and the undersigned reserves the right to accept or reject the request.
- 8) If the contractor fails to supply the articles within the time stipulated in the letter of acceptance/supply order issued by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person of firm and the difference of price, if any, shall be deducted from the earnest money/ security deposited and in case any amount in excess of the security deposit is paid by the undersigned the contractor shall be liable to pay this amount.

Signature of Tenderer

- 9) The Brand/Make other than the specification given in the tender schedule will not be accepted.
- 10) The rate quoted by the contractor shall hold goods from 01.04.2026 to 31.03.2027. For the branded item, if there would be some free gift schemes, marked on the packing, the same would liable to be supplied with the articles on free of cost also and also mention in the bill.
- 11) In the event of acceptance of the quotation and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to approved samples or do not confirm to the specifications prescribed.
- 12) The amount of security deposit shall be retained by the School for a period of six months from the date of completion of supplies as a safeguard against any defect appearing in the articles supplied within the period.
- 13) Tender which do not comply with the conditions are liable to be rejected.
- 14) The tenderers are requested to submit the samples at the time of submission of tender in a sealed packet (loose articles minimum 100 gms should be submitted in a transparent jar. Packet items and pieces should be submitted one in number invariably printed label of the firm).
- 15) Payment will be made only after verification of the supplied articles by the quality checking committee / undersigned and entry in the stock register and scrutiny of bills after full supply as per the order placed with party.
- 16) Quality should be invariably maintained through out the period of agreement as per sample and specification. Material cannot be accepted if the item is found substandard or differ from the sample and specification. Articles may be sent for the laboratory testing if required. The articles must be fresh and good in quality.
- 17) The rate should be quoted in terms of metric weight major i.e. quintal / kg as the case may be.
- 18) It is not compulsory on the part of the undersigned to purchase the items for which the tender is being called and supply order will be placed as per actual requirement.
- 19) No interest will be paid by the undersigned for the security deposit kept in this School.
- 20) Payment will be made in shape of A/C payee cheque/PFMS only. If payment will be made in shape of Demand Draft, the Bank charges will be borne by the tenderer.
- 21) In case the time and opening of tenders is changed, the same will be displayed on the notice board of the School.
- 22) Only one rate should be quoted for each item. More than one rate for each item shall be rejected.
- 23) The tenderer should Quote the price of the commodities at least 90% of the present market rate. If the tenderer violates this particular term then at the time of preparing comparative statement it will be calculated accordingly.
- 24) **The sealed tenders should invariably contained-**
 - I. GST Registration certificate issued by the competent authority.
 - II. In case of Authorized dealers the authorization certificate issued by the Manufacturer /company..
 - III. Signature of the tenderer paper in all pages with date.
 - IV. These instructions to tenderers are to be signed by the tenderers and returned in originals with the tender with all enclosures.
 - V. Income Tax Return Copy Last 3 Years.
 - VI. GST Return Copy for the Last Month/Last Quarter.

Place: Kuarmunda.

PRINCIPAL
EMRS,KUARMUNDA

Signature of Tenderer

Signature of Tenderer